



City of Eureka, California

Class Specification

This is a class specification and not an individualized job description. A class specification defines the general character and scope of responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list every duty for a given position in a classification.

Class Title	Zookeeper
Class Code Number	4060

General Statement of Duties

Participates in all aspects of the management and daily care of zoo animals; performs directly related work as required.

Distinguishing Features of the Class

The principal function of an employee in this class is to participate in the management and care of the City's animal collection. The work is performed under the supervision and direction of the Zoo Curator, but considerable leeway is granted for the exercise of independent judgement and initiative. The nature of the work performed requires an employee in this class to establish and maintain effective working relationships with all others contacted in the course of work. The principal duties of this class are performed in a zoo facility, with possible exposure to diseases, toxic chemicals, and a variety of weather conditions.

Examples of Essential Work (Illustrative Only)

- Prepares and verifies appropriate diet for each animal, including adding necessary supplements, feeding and providing fresh water, and ordering and storing fresh produce;
- Observes and cares for animal collection, including checking animal health and consumption activities, cleaning and sanitizing animal enclosures, and reporting any abnormal activities to supervisor and entering information into daily log book;
- Performs general janitorial grounds and building duties, including cleaning drains and pump filters in addition to providing services for light construction, facility maintenance, and repair;

- Participates in the performance of transport and veterinarian procedures, including helping administer medication, restraining and capturing animals for transport or examinations, and providing stimulation as needed;
- Provides educational information to the visiting public, including providing general information about the zoo operations and facilities, explaining animal behavior and care, and answering questions from the public and other zoo personnel;
- Serves as a lead worker to volunteers and various part-time support staff as assigned;
- Performs additional duties as required in the absence of the Zoo Curator;
- Keeps immediate supervisor and designated others accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;
- Attends meetings, conferences, workshops, and training sessions and reviews publications and audio-visual materials to become and remain current on principles, practices, and new developments in assigned work areas;
- Responds to questions and comments from the public in a courteous and timely manner;
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities;
- Performs other directly related duties consistent with the role and function of the classification.

Required Knowledge, Skills, and Abilities

- Substantial knowledge of USDA regulations for animal health and welfare;
- Substantial knowledge of animal husbandry, including normal behavior and dietary needs;
- Substantial knowledge of wild animal behavior, care, and feeding procedures;
- Substantial knowledge of animal flight distances and aggressive behavior indicators;
- Substantial knowledge of plant taxonomy in order to recognize toxic and non-toxic plant species;
- Ability to effectively manage time and demonstrate multiple task orientation;
- Ability to operate a variety of hand and power tools;
- Ability to recognize potentially dangerous and deadly situations;
- Ability to exercise sound, independent judgement;
- Ability to work independently with minimal supervision;
- Ability to communicate effectively with others, both orally and in writing, using both technical and non-technical language;
- Ability to understand and follow oral and/or written policies, procedures, and instructions;
- Ability to prepare and present accurate and reliable reports containing findings and recommendations;
- Ability to operate a personal computer using standard or customized software applications appropriate to assigned tasks;
- Ability to use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions;
- Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
- Integrity, ingenuity, and inventiveness in the performance of assigned tasks.

Acceptable Experience and Training

Any combination of training and/or experience which is equivalent to:

- Associate's Degree in Biology, Zoology, or a closely related field; and
- Some (one to three years) experience in zoo operation, a wild animal park, or animal care.

Required Special Qualifications

- Valid Class C California State Driver's License.

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, to enable the employee to communicate effectively;
- Sufficient vision or other powers of observation, with or without reasonable accommodation, to enable the employee to recognize changes in animal behavior, and review a wide variety of materials in electronic or hard copy form;
- Sufficient manual dexterity, with or without reasonable accommodation, to enable the employee to operate a personal computer, telephone, and other related equipment;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, to enable the employee to safely lift, move, or maneuver whatever may be necessary to successfully perform the duties of their position;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, to enable the employee to stand for long periods of time and to efficiently function in a zoo facility.